

**OFFICE OF THE ATTORNEY GENERAL
Procurement Policy Compliance and Monitoring Board**

MEETING MINUTES

Wednesday, July 22, 2020

The Procurement Policy and Compliance Monitoring Board met on **Wednesday, July 22, 2020 via conference call.**

*****Recording Began***

Karla Schreiber, Chairperson called the meeting to order at 2:07p.m.

ROLL CALL

Board members present (3):

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| Springfield: | Pam Blackorby, present Tad Huskey, present Lisa Kaigh, absent |
| Chicago: | Karla Schreiber, present Jessica O’Leary, absent |
| Other staff: | Eileen Baumstark-Pratt, SPO Kathy Leiser |

Review/Approval of Minutes of Meetings:

Karla Schreiber, Chair of the PPCMB asked the Board to review and approve the April 23, May 1, May 12, and May 21, 2020, Procurement Policy Compliance and Monitoring Board (PPCMB) meeting minutes. Pam Blackorby moved and Tad Huskey seconded the motion and by unanimous vote, the minutes for the above meetings held were approved.

The motion carried on the following voice vote:

Yeas: Karla Schreiber, Pam Blackorby and Tad Huskey

Old Business

No Old Business was brought before the board.

New Business

Utility Cargo Van

Eileen Baumstark-Pratt, Acting SPO, stated Office Services is seeking to purchase one cargo van off the existing state master contract awarded to Landmark Ford to replace high mileage vehicle currently being used in Springfield Office Services.

Landmark Ford in Springfield, has one 2020 Ford Transit Cargo Van available under contract # PSD 4018492, which is in effect through December 19, 2020. Delivery is expected 14 – 16 weeks after the order is placed.

A purchase order is being executed in the amount of \$38,573.00 to purchase vehicle from Landmark Ford.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

No comments were received.

UFED Equipment Software License/Support Renewal

Eileen Baumstark-Pratt, Acting SPO, stated that the High Tech Crimes Bureau submitted a request to renew software license /support on four (4) Universal Forensic Extraction Touch 2 Devices (UFED's). These devices are used to conduct forensic examinations and data extractions on various mobile devices such as cell phones, tablets, GPS units, etc.

In the past, CelleBrite USA, the developer, was the only source for UFED devices and the associated support services.

Office Services reached out to three (3) vendors: Trittech Forensics, Carahsoft Technology Corporation, and SHI. Trittech Forensics submitted the lowest bid.

Office Services will execute a purchase order with Trittech Forensics in the amount of \$9,275.00.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

No comments were received.

Ultra Bay Write Blockers

Eileen Baumstark-Pratt, Acting SPO , stated that the High Tech Crimes Bureau submitted a request to purchase four (4) Ultra Bay Portable Write Blockers to be used by our High Tech Crimes staff for the examination of forensic recovery of digital evidence in the field on-scene while executing child pornography search warrants.

Digital Intelligence is the sole provider of this equipment and it is the only known product on the market that incorporates all the tools required for staff to conduct their analysis and recover evidence.

Office Services will execute a purchase order in the amount of \$6,456.20 with Digital Intelligence.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

No comments were received.

Digital Forensic Lab Equipment

Eileen Baumstark-Pratt Acting SPO, stated High Tech Crimes Bureau has submitted a request to purchase one (1) GrayKey Digital Access Unit accompanied by one (1) year GrayKey online fixed license.

The GrayKey unit is accepted by U.S. and Local, State and Federal Law Enforcement Agencies for the specific purpose of Extracting Digital Data from (IOS) devices (Apple iPhone, iPads) that are locked. The Gray Key device will assist with unlocking and processing of Digital Evidence extracted from various models in support of the Child Exploitation Investigations and numerous other felony cases. The GrayKey device is a proprietary product that is internally developed and manufactured by Grayshift.

Office Services will execute a contract with Grayshift to secure the Digital Forensic Lab Equipment, in the amount of \$18,075.00.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

No comments were received.

Zoom Video Conferencing License and Technical Support

Eileen Baumstark-Pratt, Acting SPO, stated that the Chief Technology Officer submitted a request to purchase Zoom Video Conferencing licenses and technical support for FY21. Zoom Video Conferencing will be utilized by Attorney General Staff to carry out daily work responsibilities as well as attend court appearances.

Zoom is the leader in modern enterprise video communications, with an easy, reliable cloud platform for video and audio conferencing, collaboration, and webinars across mobile devices, desktops, telephones, and room systems. Zoom Room is the original software-based conference room solution used around the world for conferences, and training rooms, as well as courtrooms.

Office Services contacted five (5) vendors Insight, Connection Public Sector Solutions, Zoom, Carasoft, and DH Tech. Insight provided the lowest cost information bid.

Office Services will execute a contract with Insight in the amount of \$57,808.00.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.

No comments were received.

Public Comments

There were no Public Comments at this meeting.

Adjournment:

There being no further business to come before the PPCMB, Pam Blackorby moved and Tad Huskey seconded that the meeting adjourn.

The motion carried by the following voice vote.

Yeas: Pam Blackorby, Tad Huskey, and Karla Schreiber

The meeting adjourned at 2:14 pm

***Recording ended.*